

Cyngor Tref Llanbedr Pont Steffan
Lampeter Town Council

CYFARFOD YR IS-BWYLLGOR APWYNTIO CLERC
YSTAFELL GREG EVANS - NEUADD FICTORIA,
LLANBEDR PONT STEFFAN
DYDD SADWRN 26.05.2018 - 9.30AM- 11.20AM

1. YN BRESENNOL

Y Maer Y Cyngh. Ann Bowen Morgan; Y Dirprwy-Faer Y Cyngh. Robert Phillips (Cadeirydd); Y Cyngh. Dinah Mulholland; Y Cynghorydd Kistiah Ramaya; Y Cyngh. David Smith; Y Cyngh. Selwyn Walters; Eleri Thomas (Clerc).

2. SWYDD O GLERC RHAN-AMSER

Derbyniwyd un cais gan Meryl Thomas (manylion o fewn yr Atodiad). Ystyriwyd y meini prawf ar gyfer y swydd a'u cymharu â'r hyn y gallai'r ymgeisydd ei gynnig.

3. CYTUNWYD i gyfweld yr ymgeisydd ar ddydd Mercher 6ed Mehefin 2018 am 4pm yn Neuadd Fictoria, Llanbedr Pont Steffan.
CYTUNWYD i gysylltu â Meryl Thomas i ofyn am amser cyfleus rhwng 4-6pm a gofyn am ei dewis hiaith. Penderfynwyd peidio â chysylltu â'r canolwyr ar hyn o bryd.

4. Lluniwyd cwestiynau i ofyn i'r ymgeisydd.

5. Ni phenderfynwyd pryd yr hysbysir yr ymgeisydd o'r canlyniad.

6. CYTUNWYD: cleric presennol y cyngor i lunio amserlen o weithgareddau wythnosol / misol y Cyngor Tref i'w chyflwyno gerbron y darpar glerc.

APPOINTMENTS' SUB-COMMITTEE MEETING
FOR THE POST OF CLERK
GREG EVANS ROOM – VICTORIA HALL, LAMPETER
SATURDAY 26.05.2018 – 9.30AM- 11.20AM

1. PRESENT

Mayor Cllr Ann Bowen Morgan; Deputy-Mayor Cllr Robert Phillips (Chairperson); Cllr Dinah Mulholland; Cllr Kistiah Ramaya; Cllr David Smith; Cllr Selwyn Walters; Eleri Thomas (Clerk).

2. POST OF PART-TIME CLERK

One application was received from Meryl Thomas (details within the attachment). The job-criteria was considered and compared to what the candidate could offer.

3. It was **AGREED** to interview the applicant on Wednesday 6th June 2018 at 4pm at the Victoria Hall, Lampeter. **AGREED** to contact Meryl Thomas to ask for a convenient time between 4-6pm and to request her language preference. It was decided not to contact the referees at present.

4. Questions were compiled to ask the candidate.

5. It was not decided when the candidate would be informed of the conclusion.

6. AGREED: the present clerk of the council to compile a timetable of weekly/monthly activities of the Town Council to present to the prospective clerk.

(arwyddwyd/dyddiad/signed/date)